## Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District
May 22, 2024 – 12:30 p.m. at
Sedona Fire Station #3, 125 Slide Rock, Sedona, Arizona
And Zoom Video Conference

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name. All comments and questions shall be directed to the Board Chairperson. Representatives of the District Clerk and the Administrative personnel are authorized to speak on all items. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott, AZ 86305.

Join Zoom Meeting

https://us04web.zoom.us/j/9282849764

Meeting ID: 928 284 9764

Telephone Numbers for those without computers or smart devices:

(602) 753-0140 (Phoenix) / (669) 219-2599 (San Jose)

Contact jbartos@idsadmin.com to request the Zoom meeting invitation to be sent via email

Call to Order – Dave Norton, Karen McClelland, Melina Fuhrmann and Joanne Johnson present. Valna Wilson absent.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Mark and Eric Price, Price Landscaping; John Leslie, Field Superintendent; David Gill and Steve Fiedler, Roundabout Art Committee.

Chairman Norton amended the agenda to include the Art in the Roundabouts topic. Steve Fiedler and David Gill talked about Bob Kozak's questions, no decisions or actions taken.

- 1. Discussion and possible action on the timing of plant replacement. John discussed the plant timing for the different species of plants.
- Discussion and possible action on the timing of sidewalk repair. Precision Concrete will evaluate the sidewalk repairs.
- 3. Discussion and possible action on installing dual weed barrier in a test area. John said the single layer of barrier will be \$3,000 and \$4,000 for dual layer.
- 4. Discussion and possible action to review the Fiscal Year 2024/2025 Budget and ad valorem tax, and if applicable set the hearing date and time.

Jennifer told the Board that the budget as proposed will require an increase in the secondary property tax. Motion: made by Director McClelland to change test fabric on the budget to \$4,000, add sidewalk repair for \$12,000, capital replacement amount at \$10,000, adopt the tentative budget as proposed and set the hearing date and time as June 19, 2024 at 2:00 pm, second by Director Fuhrmann. Unanimous Approval

- Discussion and possible action to approve meeting minutes of April 17, 2024.
   Motion: made by Director McClelland to approve the minutes, second by Director Johnson.
   Unanimous Approval
- 6. Discussion regarding future agenda items.

Public Comment Period: The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.

## Fiscal Year 2024/2025 Tentative Budget

5/22/2024

Exhibit A

1         Administrative Services         \$13,200         \$9,900         \$13,200         \$20           2         Additional Admin Svcs.         250         325         500         25           3         Attorney Services         500         3,685         5,528         50           4         Bank Charges         0         0         0         0           5         Director's Compensation         2,250         1,425         2,175         1,87           6         Elections         0         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0         0         15,00           10         Meeting facility rental         500         0         0         0         0         15,00           11         Office Supplies         0         238         238         238         12         200         1         1		EXPENSE	FY 23/24	Actual as of	12-month	FY 24/25
2         Additional Admin Svcs.         250         325         500         25           3         Attorney Services         500         3,685         5,528         50           4         Bank Charges         0         0         0         0           5         Director's Compensation         2,250         1,425         2,175         1,87           6         Elections         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         0           10         Meeting facility rental         500         0         0         0           11         Office Supplies         0         238         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         150         0         150         15           16			<u>Budget</u>	*4/10/24	<u>Estimate</u>	<u>Budget</u>
3         Attorney Services         500         3,685         5,528         50           4         Bank Charges         0         0         0         0           5         Director's Compensation         2,250         1,425         2,175         1,87           6         Elections         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0         0           11         Office Supplies         0         238         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         15         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364         1           17 </td <td>1</td> <td>Administrative Services</td> <td>\$13,200</td> <td>\$9,900</td> <td>\$13,200</td> <td>\$13,200</td>	1	Administrative Services	\$13,200	\$9,900	\$13,200	\$13,200
4         Bank Charges         0         0         0           5         Director's Compensation         2,250         1,425         2,175         1,87           6         Elections         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         0         15,00           10         Meeting facility rental         500         0         0         0         0         15,00           10         Meeting facility rental         500         0         0         0         0         0         15,00         15,00         0         15,00         0         15,00         15         15         16         Repairs & Replacement         6,000         1,364         1,364         1,364         1	2	Additional Admin Svcs.	250	325	500	250
5         Director's Compensation         2,250         1,425         2,175         1,87           6         Elections         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0         0           11         Office Supplies         0         238         238         1           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         0         150         15         15           15         Backflow Testing         150         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364           17         Lighting Maintenance         0         0         0         2,000           18 <t< td=""><td>3</td><td>Attorney Services</td><td>500</td><td>3,685</td><td>5,528</td><td>500</td></t<>	3	Attorney Services	500	3,685	5,528	500
6         Elections         0         0         0         11,00           7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         0         15,00           10         Meeting facility rental         500         0         0         0         0           11         Office Supplies         0         238         238         1         238         238         1           12         Postage         50         52         52         52         2,01         13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         0         1         150         0         150         15         15           16         Repairs & Replacement         6,000         1,364         1,364         1         1,364         1         1,364         1         1,364         1         1,364         1         1,364         1         1,364         1         1,364         1,364         1         1,364	4	Bank Charges	0	0	0	0
7         Fees & Registration         175         74         175         17           8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0         0           11         Office Supplies         0         238         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:	5	Director's Compensation	2,250	1,425	2,175	1,875
8         Insurance         8,200         0         8,200         8,61           9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0           11         Office Supplies         0         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:	6	Elections	0	0	0	11,000
9         Self insured         5,000         0         0         15,00           10         Meeting facility rental         500         0         0           11         Office Supplies         0         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         1         150         0         150         15           15         Backflow Testing         150         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364           17         Lighting Maintenance         2,000         0         0         2,00           18         Irrigation Maintenance         0         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,000           20         Plant Replacement         0         0         5,000         5,000           21         Sidewalk Repair         0         0         0         12,00           22         Test F	7	Fees & Registration	175	74	175	175
10         Meeting facility rental         500         0         0           11         Office Supplies         0         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:         1         1         150         0         150         15           15         Backflow Testing         150         0         150         15         15           16         Repairs & Replacement         6,000         1,364         1,364         1,364           17         Lighting Maintenance         2,000         0         0         2,00           18         Irrigation Maintenance         0         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,000           20         Plant Replacement         0         0         5,000         5,000           21         Sidewalk Repair         0         0         0         12,00           22         Test Fabric Project         0         0         0         75	8	Insurance	8,200	0	8,200	8,610
11         Office Supplies         0         238         238           12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:	9	Self insured	5,000	0	0	15,000
12         Postage         50         52         52         2,01           13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:              15         Backflow Testing         150         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364            17         Lighting Maintenance         0         0         0         2,00         0         0         2,00           18         Irrigation Maintenance         0         0         0         0         6,00         19         Hard Scape Maintenance         0         0         5,000         5,00	10	Meeting facility rental	500	0	0	0
13         Publishing         350         1,066         1,800         80           14         Operation & Maintenance:	11	Office Supplies	0	238	238	0
14         Operation & Maintenance:         150         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364           17         Lighting Maintenance         2,000         0         0         2,000           18         Irrigation Maintenance         0         0         0         6,000           19         Hard Scape Maintenance         0         0         5,000         5,000           20         Plant Replacement         0         0         5,000         5,000           21         Sidewalk Repair         0         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,000           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000	12	Postage	50	52	52	2,010
15         Backflow Testing         150         0         150         15           16         Repairs & Replacement         6,000         1,364         1,364           17         Lighting Maintenance         2,000         0         0         2,00           18         Irrigation Maintenance         0         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,00           20         Plant Replacement         0         0         5,000         5,00           21         Sidewalk Repair         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000         75,000         75,000         75,000         75,000         75,000         75,000         15,000         7,750         12,000         15,000         15,000         7,750         12,000         15,000         7,000         1,479         3,500         7,00         26         Blue Stake Service         150         0         150         15         27         Electricity         2,000	13	Publishing	350	1,066	1,800	800
16         Repairs & Replacement         6,000         1,364         1,364           17         Lighting Maintenance         2,000         0         0         2,00           18         Irrigation Maintenance         0         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,00           20         Plant Replacement         0         0         5,000         5,00           21         Sidewalk Repair         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,24	14	Operation & Maintenance:				
17         Lighting Maintenance         2,000         0         0         2,000           18         Irrigation Maintenance         0         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,00           20         Plant Replacement         0         0         5,000         5,00           21         Sidewalk Repair         0         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0 </td <td>15</td> <td>Backflow Testing</td> <td>150</td> <td>0</td> <td>150</td> <td>150</td>	15	Backflow Testing	150	0	150	150
18         Irrigation Maintenance         0         0         6,00           19         Hard Scape Maintenance         0         0         5,000         5,00           20         Plant Replacement         0         0         5,000         5,00           21         Sidewalk Repair         0         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0	16	Repairs & Replacement	6,000	1,364	1,364	0
19         Hard Scape Maintenance         0         0         5,000         5,000           20         Plant Replacement         0         0         5,000         5,00           21         Sidewalk Repair         0         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,000           31         Subtotal         \$146,575         \$83,616 <td>17</td> <td>Lighting Maintenance</td> <td>2,000</td> <td>0</td> <td>0</td> <td>2,000</td>	17	Lighting Maintenance	2,000	0	0	2,000
20         Plant Replacement         0         5,000         5,000           21         Sidewalk Repair         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         0         2,000           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,0	18	Irrigation Maintenance	0	0	0	6,000
21         Sidewalk Repair         0         0         0         12,00           22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,000           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         0         2,000           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417	19	Hard Scape Maintenance	0	0	5,000	5,000
22         Test Fabric Project         0         0         0         4,00           23         Contract Monthly Maintenance         75,000         50,000         75,000         75,00           24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,000           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	20	Plant Replacement	0	0	5,000	5,000
23         Contract Monthly Maintenance         75,000         50,000         75,000         75,000           24         Weed Mitigation         15,000         7,750         12,000         15,000           25         Contract Field Superintendent         7,000         1,479         3,500         7,000           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,00           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	21	Sidewalk Repair	0	0	0	12,000
24         Weed Mitigation         15,000         7,750         12,000         15,00           25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,00           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	22	Test Fabric Project	0	0	0	4,000
25         Contract Field Superintendent         7,000         1,479         3,500         7,00           26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,00           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	23	Contract Monthly Maintenance	75,000	50,000	75,000	75,000
26         Blue Stake Service         150         0         150         15           27         Electricity         2,000         1,426         2,139         2,15           28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         2,00           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	24	Weed Mitigation	15,000	7,750	12,000	15,000
27       Electricity       2,000       1,426       2,139       2,15         28       Water       6,800       4,832       7,248       7,25         29       Website       0       0       0       0         30       Emergency Maintenance       2,000       0       0       0       2,00         31       Subtotal       \$146,575       \$83,616       \$143,419       \$196,12         32       Contingency       10,000       43       10,043       10,00         33       Capital Replacement Reserve       47,417       1,624       1,624       10,00	25	Contract Field Superintendent	7,000	1,479	3,500	7,000
28         Water         6,800         4,832         7,248         7,25           29         Website         0         0         0         0           30         Emergency Maintenance         2,000         0         0         0         2,000           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	26	Blue Stake Service	150	0	150	150
29       Website       0       0       0         30       Emergency Maintenance       2,000       0       0       0       2,000         31       Subtotal       \$146,575       \$83,616       \$143,419       \$196,12         32       Contingency       10,000       43       10,043       10,00         33       Capital Replacement Reserve       47,417       1,624       1,624       10,00	27	Electricity	2,000	1,426	2,139	2,150
30         Emergency Maintenance         2,000         0         0         2,000           31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	28	Water	6,800	4,832	7,248	7,250
31         Subtotal         \$146,575         \$83,616         \$143,419         \$196,12           32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	29	Website	0	0	0	0
32         Contingency         10,000         43         10,043         10,00           33         Capital Replacement Reserve         47,417         1,624         1,624         10,00	30	Emergency Maintenance	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>2,000</u>
33 Capital Replacement Reserve <u>47,417</u> <u>1,624</u> <u>1,624</u> <u>10,00</u>	31	Subtotal	<i>\$146,575</i>	\$83,616	\$143,419	\$196,120
	32	Contingency	10,000	43	10,043	10,000
24   Tital Formula	33	Capital Replacement Reserve	47,417	<u>1,624</u>	<u>1,624</u>	<u>10,000</u>
34   10tal Expenses   \$203,992   \$85,283   \$155,086   \$216,12	34	Total Expenses	\$203,992	\$85,283	\$155,086	\$216,120

		FY 23/24	Actual as of	12-month	FY 24/25
	<u>REVENUE</u>	<u>Budget</u>	<u>*4/10/24</u>	<b>Estimate</b>	<u>Budget</u>
35	Ad Valorem Tax	\$130,000	\$93,994	\$130,000	\$170,602
36	Interest	700	2,448	2,448	1,000
37	Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
38	Total Revenue	\$130,700	\$96, <del>44</del> 2	\$132,448	\$171,602

## **FUND BALANCES**

Balance as of 04/10/24	78,315
Estimated Expenses 23/24	<u>69,803</u>
Subtotal	8,513
Anticipated Revenue 23/24	<u>36,006</u>
Estimated Ending Balance 23/24	44,519
Est. Beginning Balance 24/25	44,519
Estimated Revenue 24/25	<u>171,602</u>
Subtotal	216,121
Estimated Expense 24/25	<u>216,120</u>
Estimated Ending balance 24/25	\$1